Insurance Commissioner



Department of Insurance 841 Silver Lake Blvd. Dover, DE 19904-2465 (302) 674-7300 (302) 739-5280 fax

## DOCUMENTS NEEDED TO PROCESS APPLICATION FOR DEMUTUALIZATION OF A NON-DOMESTIC COMPANY

The following steps must be accomplished in order for the Department to issue a new Certificate of Authority as a Stock company:

- 1. provide copies of the Plan of Demutualization and Approval Order, certified by the home state;
- 2. complete and return attached Form 3P;
- 3. return original Delaware Certificate of Authority presently issued to the company for cancellation (new certificate will be issued as a stock company). If the original certificate cannot be located, an Officer of the company must state before a Notary Public that the original cannot be located and if ever found, it will be returned to the Delaware Department of Insurance.
- 4. submit a copy of the Company's amended articles/certificate of incorporation, certified to by the home state;
- 5. submit a copy of the amended By-Laws, if applicable, certified to by the Secretary of the company.
- 6. provide a check in the amount of \$120.00 or \$110.00 (\$100.00 for the new certificate of authority, \$10.00 for filing amended charter documents and \$10.00 for filing amended by-laws, if applicable. All fees are subject to retaliatory tax.

Regarding the forms presently filed with this Department, and if a name change is involved, please contact the Rates and Forms Department regarding instructions on refilling forms, and filing the Name Change Endorsement. If a life company, please contact Jennifer Dawson, Insurance Forms and Rates Analyst at (302)674-7385 Jennifer.Dawson@state.de.us. If a property/casualty company, please contact Ann Lyon, Property/Casualty Insurance Forms & Rates Analyst (302)674-7372 at Ann.Lyon@state.de.us.

Any questions regarding agents presently appointed, should be directed to the attention of Linda Long, Office Manager, Producers' Licensing Section (302)674-7392 or Linda.Long@state.de.us.

Contact for Questions other than Rates and Forms and Producers' Licensing: Dorothy J. Speight, Insurance Compliance Specialist, (302)674-7344 or Dorothy.Speight@state.de.us.

## State of Belamare Bepartment of Insurance APPLICATION FOR INSURANCE COMPANY CERTIFICATE OF AUTHORITY

|   | Corporate Title   |   |
|---|---|---|
|   | Corporate Address   |   |
| · · · · · · · · · · · · · · · · · · ·                                       | Administrative/Mailing Address  |   |
| Incorporated or Organized on  | , in  | as a  |
| surer for a Certificate of Authority following lines, as set forth in Title | (stock, mutual, y to transact the business of insurance versals, Delaware Code. | reciprocal, mutual benefit etc.) Inwithin the State of Delaware for the |
| ☐ Life, including annuities☐ Variable Life                                  | Casualty, including:  | Leakage & Fire Extinguisher Equipment                                   |
| Variable Annuities  | ☐ Liability<br>☐ Burglary & Theft   | ☐ Malpractice   |
| ☐ Credit Life ☐ Health  |   | ☐ Elevator  |
| ☐ Credit Health   | <ul><li>Personal Property Floater</li><li>Glass</li></ul>                       | Congenital Defects  |
| Property  Surety  | Boiler & Machinery  | ☐ Livestock   |
| * ☐ Surety ☐ Title  | Credit  | Entertainments  |
| ☐ Marine and Transportation   | * Workers' Compensation & Employer's Liability                                  | ☐ Miscellaneous   |
| *SPECIAL DEPOSITS REQUI   | RED (\$100,000 WORKERS' COMPENSA  | TION AND \$10,000 SURETY)   |
| FED. EMPLOYERS I.D. # (EIN)   | NAIC#   |   |
| TELEPHONE # ()  |   |   |
| ·   |   |   |
|   |   |   |
| Date  | Corporate Titl  | e   |
| <u>-</u>  | Officer   |   |
|   | Title   |   |

NOTE: Multiple Line Authority Conferred Through Licensing of Component Coverages

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## DESIGNATION OF PERSON FOR RECEIPT OF SERVICE OF PROCESS

TO: THE INSURANCE COMMISSIONER OF THE STATE OF DELAWARE

|   | (NAME OF COMPANY)   |
|---|---|
| hereby designates the against the above-cit | ne following as the person to whom process served upon the Commissione ted company is to be forwarded [18 <u>Del. C</u> . Section 524(e)] |
| NAME OF DESIGNE                             | E:  |
| TITLE                                       | ≣:  |
|   | );  |
| PHONE:<br>EIN #:<br>NAIC #:_                | ( ) FAX: ( )<br>STATE OF INCORPORATION:<br>and seal of the Company affixed hereto thisday of, 20  |
| (SEAL)                                      | BY:   |
| (GEAL)                                      | TITLE:  |

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## DESIGNATION OF PERSON TO RECEIVE DELAWARE REGULATIONS, BULLETINS, DIRECTIVES AND NOTICE OF REGULATORY PROCEEDINGS

TO: THE INSURANCE COMMISSIONER OF THE STATE OF DELAWARE

|   | (NAME OF COMPANY)   |
|---|---|
|   | (NAME OF COMPANY)   |
| hereby designates the toopies of Regulations, E | following person to receive from the Delaware Department of Insurance<br>Bulletins, Directives, and Notice of Regulatory Proceedings: |
| NAME OF DESIGNEE:                               |   |
| TITLE: _  |   |
|   |   |
| _   |   |
| PHONE:  | ( ) FAX: ( )  |
| NAIC #:   | STATE OF INCORPORATION:   |
| WITNESS my hand and 20                          | d seal of the Company affixed hereto this day of,   |
| (SEAL)  | BY:   |
|   | TITLE:  |